



# Three Saints South Elmham Parish Council

All Saints & St. Nicholas, St. Michael and St. Peter South Elmham

## PARISH COUNCIL MEETING

## ANNUAL PARISH MEETING

*Rumburgh Village Hall*

**Wednesday 13th May 2026 – 7.30 pm**

**Councillors Present:** John Flatt, Heather Hughes-Jones (Vice Chair), Winky Evans, Simon Patrick and Paul Watkin

**Clerk/Responsible Financial Officer (RFO):** Sally Chapman

**Also Present:** Four parishioners.

## MINUTES

### 1. Chair's Welcome

The Chair of the Parish Council, Cllr John Flatt welcomed everyone to the meeting.

### 2. Apologies

No apologies

### 3. To Approve the Minutes of the Meeting held on 14th May 2025

The Minutes from the Meetings held on 14th May 2025 were confirmed unanimously as a true and accurate record and signed by the Chair.

### 4. Chair's End of Year Report

The Chair's summarised his report (*attached*).

### 5. Responsible Financial Officer's End of Year Report

The Responsible Financial Officer's summarised the year's accounts (*attached*).

### 6. County Councillor's End of Year Report

No report

### 7. District Councillors' End of Year Report

No report

### 8. To Receive a Councillor's Report from each Parish

#### a) All Saints

Cllr Hughes-Jones gave a report (*attached*).

#### b) St Nicholas

Cllr Walpole sent a report (*attached*).

#### c) St. Michael

Cllr Watkin gave a brief verbal report (*attached*).

#### d) St. Peters

Cllr Patrick gave a report (*attached*).

Signed \_\_\_\_\_

Date \_\_\_\_\_



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## 9. To Receive Community Reports

### a) St. Michael's Parish Land Trust Report – Paul Watkin

Cllr Watkin's, gave a verbal update as a trustee (*attached*).

## 10. Public Questions

None

*The meeting ended at 19.50 pm*

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## 4. Chair's End of Year Report – Annual Parish Meeting May 2026

I am pleased to present this report on behalf of Three Saints Parish Council.

We were grateful to receive a grant from ESC's Greenprint for updated Footpath Maps. Cllr Hughes-Jones and her family have worked hard to update and distribute these, and they have been well received.

Cllr Evans and Cllr Patrick organised a successful Spring litter pick, with residents and Councillors collecting a significant amount of rubbish.

The Parish Council has supported local organisations including the Royal British Legion Bungay, the East England Air Ambulance and South Elmham Community News, helping to keep parishioners informed.

Thanks go to Mr Lugo for maintaining the area around the bus shelter.

We are taking legal advice regarding unlawful encroachments onto the commons to protect these important public spaces.

I thank the Clerk for her hard work and a successful audit, and all Councillors for their time and commitment. Thanks also to County Councillor Judy Cloke on her retirement and District Councillor Anthony Speca for their support.

Thank you

**John Flatt**  
**Chair**  
**Three Saints Parish Council**



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## 5. Responsible Financial Officer's End of Year Report Year Ended 31 March 2026

The Parish Council's finances remain stable at the end of the 2025/26 financial year.

Total receipts increased to £4,679.04, primarily due to a higher precept (£200) and a grant received from East Suffolk Council Greenprint for the footpath map (£595). Expenditure was slightly reduced to £4,393.12, with notable spending on the Footpath Map project and ongoing operational costs.

This resulted in a surplus of £285.92 for the year, compared to a deficit in the previous year. The overall balance carried forward has increased to £6,135.66, from £5,849.74.

Cash at bank is held across the current and business savings accounts, with no outstanding receipts or cheques. Reserves remain appropriately split between general reserves of £1,900.04 and earmarked reserves of £4,235.62.

Overall, the Council remains in a sound financial position, with sufficient reserves to support future projects and commitments.

**Sally Chapman**  
Clerk/Responsible Financial Officer

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## 8. a) All Saints South Elmham Annual Report 2025-6

### All Saints Shelter Area

- We are very grateful that the area continues to be mown and kept tidy by a parishioner Barry, supported by a small Maintenance Grant. A wall panel of the bus shelter had slipped down and it was repositioned by a parishioner, Dr Hughes-Jones. A roof tile has also been replaced.
- A new A3 laminated version of the 'Walking the Three Saints Footpath Map' (2026 second edition) was produced and mounted in the Shelter on the village noticeboard.
- Bollards outside All Saints bus shelter have been destroyed by traffic and reported to Highways.

### All Saints Common

- Cutting of the Common was timed to respect the wildflower season in late summer, arranged by the Chairman.
- It is much appreciated that Mr Shepherd and his son from Mill Farm continue to help with bramble cutting and also with culvert clearing to improve drainage and prevent flooding on Uncles Lane adjacent to the Common.
- Wild flowers are slowly increasing.
- Some potholes were repaired but others are developing. The heavy traffic using the lanes continues to cause considerable wear and tear on the roads and also damages the verges.
- Parking of cars, sometimes for long periods, on the Common is sometimes a problem.



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- General encroachment letters have been delivered to parishioners around All Saints Common.
- The water leak on the Common, near All Saints Cottage, continues to be a problem. The track has been undermined and the leak has contributed to partial fall of a willow tree. Essex and Suffolk Water have visited the site and cut some of the fallen willow to make water repairs safer. The Chairman is monitoring progress.

**Cllr Heather Hughes-Jones**  
**5.5.2026**

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## **8.b) St Nicholas Report 2025-26**

Nothing raised directly with me by parishioners. Public highway condition continues to deteriorate, especially in the vicinity of Old Forge where fencing has been erected on public highway pushing traffic into verge. Village noticeboard lock has broken, but it still functions well as a noticeboard. I have cleared some road verge gutters myself to drain water from worst puddles. I have undertaken light tree pruning over winter on some All Saints common roadside trees around Oasis area to enable verge trimmer to pass, as mentioned at a previous meeting.

**Cllr Jack Walpole**

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## **8. c) St. Michael**

No major issues in St Michael to report other than potholes.

**Cllr Paul Watkin**

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## **8.d) St. Peters Annual Summary**

Communal events in 2025-26 included the now annual plant and bric-a-brac sale organised by Pam Bonnett with proceeds totalling the remarkable sum of £1220 benefiting the parish church; a summer barbecue hosted by Carol and Tim Maycock; Christmas dinner at St Peter's Hall; and in July the annual boules tournament.

The latter event, now in its 11th year and held at St Andrew's village hall (having outgrown its St Peter's Hall origins), attracts in excess of 25 teams from local villages and well beyond. This year it raised £1115 for St Peter's parish church. There is strong appreciation in the village and beyond for the enormous hard work that is put into running this event by Tim and Carol Maycock, David and Linda Humphries, Pam Bonnett and other residents.

Residents participated in the annual Three Saints litter pick organised by the parish council, taking their black bags and picking sticks well beyond the parish boundaries towards Flixton and Bungay.

Daily life in the village continues to be impacted negatively by the weight (literally) of heavy traffic using our small rural roads which were never designed for huge agricultural tractors and machinery and lorries of ocean-going size! The roads are badly potholed, the margins collapsing and the verges



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trashed. In addition to damaging personal vehicles such conditions pose real danger to cyclists, pedestrians and horse-riders. Harvesting of sugar beet, especially in wet weather causes particularly dangerous conditions for local road users and destroys affected verges.....

**Dr Simon Patrick**

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## **9. a) St. Michael's Parish Land Trust Report**

Cllr Watkin, trustee of the Parish Land Trust informed two individuals have been identified to replace the previous trustees.

Ongoing issues continue to be experienced with Barclays Bank in relation to updating the bank mandate. As a result, the trustees are currently unable to distribute any funds.

It was noted that the annual land rent for the year has now been received.

**Cllr Paul Watkin**